

TOWN of WILTON
WATER and SEWER AUTHORITY
20 Traver Road
Gansevoort, New York 12831

November 20, 2012

Present: Nancy Fleming, Chairman; Kirk Moline, Vice Chairman; Jamie Green, Secretary; Scott Duffy, Treasurer; Mark Moshier; Carol Green (via phone), Comptroller; Michael Mooney, Director; Dennis Feeney, Attorney at Law

Arrived Late:

Departed Early:

Absent: Keith Manz, Engineer

Chairman Fleming called the meeting to order at 4:00 p.m.

Approve Pending Minutes

Chairman Fleming asked for a motion to approve the September 18, 2012 meeting minutes. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION: #12-35

NOW, THEREFORE, BE IT RESOLVED, to approve the minutes of the September 18, 2012 Wilton Water & Sewer Authority meeting as typed, without amendment.

The adoption of the foregoing resolution was seconded by Treasurer Duffy, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

COMPTROLLER'S REPORT

Bills

The payment of the October and November 2012 (#10 & 11) abstracts need to be approved by the Board. The total for the Water & Sewer Fund for October is \$28,632.35 and \$27,339.24 for the Capital Projects Fund. The total for the Water & Sewer Fund for November is \$141,004.83 and nothing for the Capital Projects Fund.

Chairman Fleming asked for a motion to approve the payment of the October and November 2012 abstracts. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 12-36

NOW, THEREFORE, BE IT RESOLVED, to ratify the payment of the October and November 2012 (#10 & 11) abstracts by the Board. The total for the Water & Sewer Fund for October is \$28,632.35 and \$27,339.24 for the Capital Projects Fund. The total

for the Water & Sewer Fund for November is \$141,004.83 and nothing for the Capital Projects Fund.

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Billing Adjustments

Billing adjustments in the amount of a positive \$611.28 for September and negative \$284.57 for October need to be approved by the board.

Chairman Fleming asked for a motion to approve the billing adjustments in the amount of a positive \$611.28 for September and negative \$284.57 for October. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 12-37

NOW, THEREFORE, BE IT RESOLVED, to approve the billing adjustments in the amount of a positive \$611.28 for September and negative \$284.57 for October.

The adoption of the foregoing resolution was seconded by Secretary Green, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Budget

The Board needs to approve budget transfers from Contingency in the amount of \$73,497.03 to Repairs & Maintenance-impeller at Jones Road, Saratoga County Water-rate increase and 2010, 2011 credit, NYS Retirement-billing increase. From Contingency in the amount of \$30,400.00 to Repairs & Maintenance-pump and starters at Ace, control system at Mulberry and phase monitor at Westbrook, Equipment and Capital Outlay-new sewer alarm system, NYS Retirement-billing increase. And approve a budget amendment in the amount of \$3,000 for Increase Sale of Meters.

Chairman Fleming asked for a motion to approve budget transfers and amendments in the amount of \$73,497.03 to Repairs & Maintenance-impeller at Jones Road, Saratoga County Water-rate increase and 2010, 2011 credit, NYS Retirement-billing increase. From Contingency in the amount of \$30,400.00 to Repairs & Maintenance-pump and starters at Ace, control system at Mulberry and phase monitor at Westbrook, Equipment and Capital Outlay-new sewer alarm system, NYS Retirement-billing increase. A budget amendment in the amount of \$3,000 for Increase Sale of Meters as noted in the Comptrollers Report dated 11/20/12. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 12-38

NOW, THEREFORE, BE IT RESOLVED, to approve budget transfers and amendments in the amount of \$73,497.03 to Repairs & Maintenance-impeller at Jones Road, Saratoga County Water-rate increase and 2010, 2011 credit, NYS Retirement-billing increase. From Contingency in the amount of \$30,400.00 to Repairs & Maintenance-pump and starters at Ace, control system at Mulberry and phase monitor at Westbrook, Equipment and Capital Outlay-new sewer alarm system, NYS Retirement-

billing increase. A budget amendment in the amount of \$3,000 for Increase Sale of Meters as noted in the Comptrollers Report dated 11/20/12.

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Closure of Capital Project 19

The Board needs to formally close Capital Project 19. The work is completed and WWSA received the check for \$117,810.00 from Saratoga County Sewer District.

Chairman Fleming asked for a motion to formally close Capital Project 19. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 12-39

NOW, THEREFORE, BE IT RESOLVED, to formally close Capital Project 19 as noted in the Comptrollers Report dated 11/20/12.

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Audit of 2012 Financial Statements

The Board needs to approve the cost for the 2012 audit for \$8,250 which includes the Deferred Comp Plan from John Criscone of Cusack and Company.

Chairman Fleming asked for a motion to approve the cost for the 2012 audit for \$8,250 which includes the Deferred Comp Plan from John Criscone of Cusack and Company. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 12-40

NOW, THEREFORE, BE IT RESOLVED, to approve the cost for the 2012 audit for \$8,250 which includes the Deferred Comp Plan from John Criscone of Cusack and Company as noted in the Comptrollers Report dated 11/2012.

The adoption of the foregoing resolution was seconded by Vice Chair Moline, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Health Insurance Employee Participation for 2013

The Board needs to approve employee participation for the Authority's health insurance coverage as follows: Field Technician 16.4%, Director 10.6%

Chairman Fleming asked for a motion to approve employee participation for the Authority's health insurance coverage as follows: Field Technician 16.4%, Director 10.6%. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 12-41

NOW, THEREFORE, BE IT RESOLVED, to approve employee participation for the Authority's health insurance coverage as follows: Field Technician 16.4%, Director 10.6%.

The adoption of the foregoing resolution was seconded by Vice Chair Moline, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

CHAIRMAN'S REPORT

Chairman Fleming Resignation

Chairman Fleming informed the Board that she will be resigning from the Board of Directors. She will put it in writing formally. Secretary Green has agreed to sit in as Chairman until someone can be put in place. WWSA may have found another Board Member. New signatory cards and corporate resolutions from Saratoga National and Adirondack Trust need to be signed.

DIRECTOR'S REPORT

2013 Budget, Salary Schedule and Health Insurance

The Board reviewed and discussed the 2013 budget.

Chairman Fleming asked for a motion to approve the 2013 budget as presented. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 12-42

NOW, THEREFORE, BE IT RESOLVED, to approve the 2013 budget as presented.

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Chairman Fleming asked for a motion to approve the 2013 salary schedule as presented. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 12-43

NOW, THEREFORE, BE IT RESOLVED, to approve the 2013 salary schedule as presented.

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with Vice Chair Moline, Secretary Green, Treasurer Duffy and Mark Moshier voting in favor and Director Fleming opposed.

Chairman Fleming asked for a motion to approve employee participation for the Authority's health insurance coverage as follows: Field Technician 16.4%, Director 11.6%. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 12-44

NOW, THEREFORE, BE IT RESOLVED, to approve employee participation for the Authority's health insurance coverage as follows: Field Technician 16.4%, Director 11.6%.

The adoption of the foregoing resolution was seconded by Vice Chair Moline, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Chairman Fleming asked for a motion to amend the original motion (12-41) to increase the percentage for the Director's health insurance 1% to 11.6%. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 12-45

NOW, THEREFORE, BE IT RESOLVED, to amend the original motion (12-41) to increase the percentage for the Director's health insurance participation 1% to 11.6%.

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Recent Sewer Problems

The Ace station blew a starter which was a result of bad power from National Grid. National Grid came out and replaced a fuse and the station was back up. The next day the starter and motor blew out. National Grid came back and found a problem underground which was corrected and the station was back up. During the 2 days the station ran on generator power. The Mulberry controller went down and was replaced.

Sewer Alarm Upgrade

The sewer alarm upgrade was put in the 2013 budget but the County wanted it done this year. A cellular based system has been ordered.

Exit 15 Sewer Pump Station Progress SCSD Payment

This project is complete and Saratoga County Sewer District sent WWSA a check for \$117,810.00 for the generator and comminuter.

Floral Estates 5

Some of the Saratoga Springs City Council feels that Floral Estates should not be covered under the existing water sales agreement that WWSA has with the city. The city has sent us a revised contract stating that they will approve 25 homes in Floral Estates Phase 5 only. WWSA will send back a revision removing the 25 homes in Floral Estates Phase 5 only and replace it with 50,000 gallons per day in that general vicinity.

Chairman Fleming asked for a motion allowing Dennis Feeney to offer an amendment to the agreement of 50,000 gallons per day in the general vicinity of Floral Estates. Treasurer Duffy offered the following resolution and moved its adoption:

RESOLUTION # 12-46

NOW, THEREFORE, BE IT RESOLVED, to approve allowing Dennis Feeney to offer an amendment to the agreement of 50,000 gallons per day in the general vicinity of Floral Estates.

The adoption of the foregoing resolution was seconded by Secretary Green, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Saratoga County Water Quality

The work that the County did has improved the quality of the water from the County line.

Personnel Policy Addition of Internet Use & Annual Acknowledgement

It was discussed that WWSA should adhere to the Town's internet policy because we use their internet connection.

Chairman Fleming asked for a motion to approve the addition of internet use and annual acknowledgement to the personnel policy. Secretary Green offered the following resolution and moved its adoption:

RESOLUTION # 12-47

NOW, THEREFORE, BE IT RESOLVED, to approve the addition of internet use and annual acknowledgement to the personnel policy.

The adoption of the foregoing resolution was seconded by Mark Moshier, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

Featherwood Meter Upgrade

There are approximately 35 customers that need new meters and mxu's.

Online and Auto Bill Pay

An information card was sent out to all customers explaining the online and auto bill pay. Many customers have signed up.

Website Development and Content

The final design is complete. Director Mooney sent the Board a shot of what the new website will look like. It should be running by next meeting.

Truck Sale

Chairman Fleming asked for a motion to approve the sale of the 2008 Ford truck for \$15,101. Mark Moshier offered the following resolution and moved its adoption:

RESOLUTION # 12-48

NOW, THEREFORE, BE IT RESOLVED, to approve the sale of the 2008 Ford truck for \$15,101.

The adoption of the foregoing resolution was seconded by Treasurer Duffy, duly put to a vote and the resolution was declared adopted with all Board members present voting in favor.

PROJECT APPROVAL STATUS

The Medical Center at Wilton is being built.

ADJOURNMENT

There being no further business brought before the Authority's Board, at 5:19 p.m. on a motion by Treasurer Duffy and seconded by Mark Moshier, Chairman Fleming adjourned the meeting with all in favor.